

## **CSBG Recovery Act Local Plan Checklist**

The CSBG Recovery Act Local Plan must meet specific requirements as defined by law, and described in detail in this package. Once the CSBG Recovery Act Local Plan is completed, submit to CSD no later than **May 11, 2009 at 5:00 p.m.** (Refer to submittal requirements under the general overview)

The following is a check list of the components to be included in the CSBG Recovery Act Local Plan your agency submits to CSD:

- ☒ *Section I – Agency Information*
- ☒ *Section II – Certification*
- ☒ *Section III – Data Universal Numbering System (DUNS) Number*
- ☒ *Section IV – Central Contractor Registration (CCR)*
- ☒ *Section V – Verification of Public Inspection*
- ☒ *Section VI – General Plan*
- ☒ *Section VII – Energy Coordination*
- ☒ *Section VIII – Workforce Development Projects and Activities*
- ☒ *Section IX – Required Disclosures*
- ☒ *Section X – Barriers*

## CSBG Recovery Act Local Plan

*Please refer to your instructions prior to completing the Community Services Block Grant (CSBG) Recovery Act Local Plan.*

### Submit To:

Department of Community Services and Development  
Attention: Community Services Division  
P.O. Box 1947  
Sacramento, CA 95812-1947

### Section I - Agency Information

Agency Los Angeles City/County Native American Indian Commission

Address 3175 W. 6th Street, Room 308

City Los Angeles

### Agency Contact Person Regarding CSBG Recovery Act Local Plan

Contact Person Ronald Andrade

Title Director

Phone - 213-351-5308

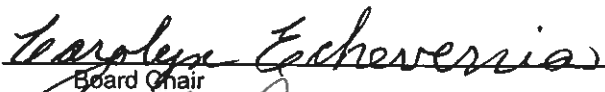
Fax 213-368-6811

E-mail Address randrade@css.lacounty.gov

### Section II - Certification

1 As a part of the efforts to ensure transparency and accountability, the Recovery Act requires Federal agencies and grantees to track and report separately on expenditures from funds made available through the stimulus bill. Please check to acknowledge that your agency is aware of this requirement and has the capacity to track CSBG Recovery Act program activities and expenditures separately from all other CSBG or other funding, including activities and expenditures carried out by delegate agencies and other service providers supported by subcontracts under Recovery Act funding. ☒

The undersigned hereby certify that this agency complies with the requirements of this CSBG Recovery Act Local Plan and the information in this plan is correct and authorized.

  
Board Chair

5/11/09  
Date

  
Executive Director

5/11/09  
Date

## CSBG Recovery Act Local Plan

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### Section III - DUNS Number

Provide your agency's Data Universal Numbering System (DUNS) number. If your agency has not registered, do so and provide the number below.

<b>DUNS Number</b>	We have applied for the DUNS # but have not received it as of this date. (Copy of application confirmation attached hereto.) As a result, we have not been able to apply for the CCR.
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### Section IV - CCR Number

Provide your agency's Central Contractor Registration (CCR) number. If your agency has not registered, do so and provide the number below.

<b>CCR Number</b>
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### Section V - Verification of Public Inspection

Provide verification of public inspection of your agency's CSBG Recovery Act Local Plan. Documentation of public inspection must also be provided, (i.e. copy of web page, e-mail blasts, etc.)

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#### A) Describe how your agency made this Local Plan available for public inspection.

The Self Governance Board held a public meeting on May 5 to discuss the American Recovery and Reinvestment Act and to discuss the CSBG Recovery Act Local Plan. The Indian Commission and Self Governance Board will provide email information to the Indian community further informing them of the local plan.

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### Section VI - General Plans

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

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#### A) Provide a description of Recovery Act projects for purposes of creating and sustaining economic growth and employment opportunities. Include a description of targeted individuals and families; services and activities; and how the services and activities are tailored to the specific needs of the community.

The projects of the Indian Commission are directed at the Los Angeles American Indian community. The projects will include an expansion of services of the two Indian clinics serving the County of Los Angeles by the employment of medical personnel to enable the clinics to increase services and sustainability through increased medical billings to third party insurance companies. Projects will include the employment of computer programmer personnel to create a tribally owned and Indian owned computer business. Additional projects will include the employment of outreach staff to increase awareness of Indian services in the County of Los Angeles.

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#### B) Provide a description of the service delivery system for Recovery Act projects for purposes of providing a wide range of innovative services and activities. Include a description of the geographical area served.

The services to be provided are County wide in Los Angeles. The Recovery Act funds will be subcontracted to present subcontract agencies. The subcontract agencies will maintain records of employee time and attendance and will monitoring of work site performance. The subcontract agencies will be monitored and fiscally monitored by the Indian Commission for project compliance.

## CSBG Recovery Act Local Plan

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**C) Describe how your agency will use Recovery Act funds to meet the short-term and long-term economic and employment needs of individuals, families and communities.**

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The Recovery Act funds will be used to increase the availability of health services to the American Indian community through increasing immediate employment and by enabling the health clinics to provide long term health services through increased revenue through payments by health insurers. The employment of computer specialists will enable the overall Indian community to have trained personnel to assist in the development of Indian agency websites thereby increasing the agency's ability to provide better information to the Indian community of the availability and extent of their services.

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**D) Provide a description of how linkages will be developed to fill identified gaps in services, through the provision of information, referrals, case management and follow up consultations.**

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The Indian Clinics are funded in part by the Federal Indian Health Service and the State Indian Health Service. Support will be requested as client services increase. Intake and referral services will be provided to each client. Case management services are required for health service clients.

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**E) Provide a description of how Recovery funds will be coordinated with other public and private resources, to avoid duplication and/or supplanting.**

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The Recovery Act funds will be coordinated with resources of the federal Indian Health Service that provides funding to the Indian community and to the State Indian Health office. The computer programming initiative will be coordinated with private resources that will provide sustainability and will also be coordinated with private agencies such as the Jet Propulsion Laboratory (JPL), Disney Corp., and the Los Angeles Unified School District.

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**F) Provide a description of how the funds will be used to support innovative community and neighborhood based initiatives related to the purposes of the Recovery Act, which promotes food, housing, health services and employment-related services and activities.**

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The Recovery Act funds will provide increased health services to the Indian community and will be utilized to develop a tribally operated web program that will become self sustaining. Funds will be used to increase outreach to the Indian community to increase their awareness of Indian services and other services available to them.

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**G) Provide a description of the community-needs assessment (which may be coordinated with community-needs assessments conducted for other programs).**

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The Self Governance Board conducts open meetings monthly and a meeting was held on May 5 to discuss the Recovery Act funding. Previous needs assessments of the Indian Commission identified increased health availability and services as a need and the need for support American Indian businesses as a community concern. On going community discussions have identified the need for increased community awareness through a newsletter or web site. The Fernandeno Tataviam Tribe did a community assessment of the development of the NDN.me project.

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**H ) Provide a description of the service delivery system for benefit enrollment coordination activities for purposes of identifying and enrolling eligible individuals and families in Federal, State, and local benefit programs. Include a description of the geographical area served and a listing of sub-grantees provided the services and service areas.**

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The two Indian clinics will employ medical/billing clerks which will coordinate possible enrollment in other State or federal programs. The medical/billing clerk at intake will determine possible enrollment in other benefit program. A dedicated medical biller will enable the health center to submit claims and participate in any appeal process in case of denial. The Indian health clinics will provide services county-wide. The Indian community will be made more aware of the services as a result of the outreach efforts to be supported by Recovery funds.

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## CSBG Recovery Act Local Plan

### J) Describe your education and outreach projects to advertise and market the Recovery Act services and outcomes.

Outreach coordinators will be employed to provide community awareness of the health clinic support and the services of NDN.me. Information will be provided by the Outreach coordinators as well as community advertisement through the local Indian agencies. Community information will be provided to each Indian agency for posting on their web sites or through community newsletters.

### Section VII - Energy Coordination

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

### A) Describe how your agency has/will establish a mutual referral service agreement with your local energy provider to ensure that clients receive services that support their progress towards achieving self-sufficiency.

The Self Governance Board and the Indian service agencies presently provide emergency services to the Indian community. These services include energy assistance payments for low income families.

### B) Describe the activities your agency will conduct to actively coordinate with the local energy program in employment training and job placement of clients.

The Indian Commission and the subcontract agencies will coordinate with Southern California Edison (Edison International), The Gas Company, and Volunteers in Community Service (VICS) for potential training and job placement. The Indian Commission has worked closely with these groups in the past.

### Section VIII - Workforce Development Projects and Activities

In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be administered by your agency. For each project or activity, include the following: title, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

#### A.1) Project/Activity #1

Title

Cost

Est. # of Jobs

☐ Created #

☐ Retained #

Description

#### A.2) Project/Activity #2

Title

Cost

Est. # of Jobs

☐ Created #

☐ Retained #

Description

## CSBG Recovery Act Local Plan

### A.3) Project/Activity #3

Title

Cost

Est. # of Jobs ☐ Created # ☐ Retained #

Description

### A.4) Project/Activity #4

Title

Cost

Est. # of Jobs ☐ Created # ☐ Retained #

Description

### A.5) Project/Activity #5

Title

Cost

Est. # of Jobs ☐ Created # ☐ Retained #

Description

*In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be carried out by a delegate agency or other service provider pursuant to a subcontract with Recovery Act funds. For each project or activity include the following: title, subcontractor name, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.*

### B.1) Subcontractor Project/Activity #1

Title Indian Clinic

Subcontractor United American Indian Involvement

Cost \$269,431

Est. # of Jobs ☐ Created # 9 ☐ Retained #

Description

### B.2) Subcontractor Project/Activity #2

Title Healing Center

Subcontractor American Indian Healing Center

Cost \$56,000

Est. # of Jobs ☐ Created # 3 ☐ Retained #

Description

### B.3) Subcontractor Project/Activity #3

Title NDN.me

Subcontractor Fernandeno Tataviam Tribe

Cost \$298,720

Est. # of Jobs ☐ Created # ☐ Retained #

Description

## CSBG Recovery Act Local Plan

### B.4) Subcontractor Project/Activity #4

Title

Subcontractor

Cost

Est. # of Jobs ☐ Created # ☐ Retained #

Description

### B.5) Subcontractor Project/Activity #5

Title

Subcontractor

Cost

Est. # of Jobs ☐ Created # ☐ Retained #

Description

**B.6) If you specified any project/activity in B.1 – B.5, describe the process you will use to select the above subcontractor(s) to provide services funded in part or totally by the Recovery Act funds.**

identified are  
present  
subcontract  
agencies of the

*In the section below list all projects or activities that will be funded in part or totally by Recovery Act funds, the applicable National Program Indicator (NPI) and a description of the project or activity.*

**C) Under the regular CSBG program, eligible entities use funds to provide services and activities addressing unemployment, education, better use of available income, housing nutrition, emergency services and/ or health to combat the central causes of poverty. Such services continue to be supportable under the CSBG Recovery Act. *In recognition of the intent of the Recovery Act, agencies are encouraged to support employment related services and activities that create and sustain economic growth.***

NPI	Project or Activity	Description
2.1	Indian Clinic	Low income Indian families will receive increased health services
2.1	Healing Center	Low income families will receive increased health services
1.3	Fernandeno Tataviam	Low income families will have increased employment and ownership of community programs.

## CSBG Recovery Act Local Plan

**D) Provide a description of planned infrastructure investments, the purpose, total cost and the rationale for funding the infrastructure investment with funds made available under the Recovery Act. (Capital Improvements are not allowable costs per P.L. 105-285 Sec. 678F)**

None planned

**E) Will your agency use a portion or all the Recovery Act funds for administrative costs? Check the appropriate box.**

☒ Our agency will use portions of the Recovery Act funds for administrative costs.

☐ Yes, our agency will use ALL of the Recovery Act funds for administrative costs.

☐ No, our agency will NOT use any of the Recovery Act funds for administrative costs.

**E.1) If you checked one of the "YES" boxes in E, explain how the funds allocated to administrative costs will be tracked to a measurable outcome.**

Administrative costs are necessary to oversee the contracted agencies and ensuring proper performance. The Recovery Act funds will be accounted for by the County of Los Angeles utilizing generally accepted accounting standards. The invoices will be compared to planned goals and outcomes and based on successful performance of the subgrantees.

### **Section IX - Required Disclosures**

*For each question in this section, disclose any unresolved findings and/or recommendations, or any legal proceedings.*

**A) List all non-CSD funded programs administered by the agency within the past three (3) years that have unresolved findings and/or recommendations or have been terminated as a result of deficiencies.**

None

**B) List all legal proceedings the agency is currently involved in or has been in the past three (3) years. Include a brief description of the proceeding and the outcome. If the proceeding is currently, active provide the status.**

None

### **Section X - Barriers**

*For each question in this section, provide information on potential barriers to your agency's success.*

**A) Identify any barriers that your agency feels it may face in meeting the requirements of the Recovery Act (i.e., subcontracting, staffing, workforce development, compliance with reporting, performance).**

None